

House of Eli Resident/Parent Handbook

Welcome to the House of Eli!

House of Eli is a faith-based 501(c) (3) ministry that provides safe housing, education, and vocational skills training young men ages 18-21. It is a safe place where broken young men come to find a new life. Living in a family setting, training in the family owned business, and developing the disciplines to become strong, independent men are the hallmarks of this life change academy.

We all love this house and are hereby choice, so are you! You are not forced to be here, and we will not beg you to follow the program rules and expectations. Every staff member here feels called to help you by giving their time and using their talents to benefit you. We are here because we love God and someone helped us to know him and change our hearts and lives, so we want to help you in that way too.

What we are offering is a chance for you to be a part of a family and guide you as you do the following things:

- Learn about yourself and God
- Develop healthy relationships
- Finish your educational and financial goals
- Have new experiences-camping, trips, lake days, flying, etc.
- Learn how to drive and get your license
- Hone your job skills and how to manage money
- Continue your medical, dental, and mental health care
- Meet the terms of your probation/parole

We are welcoming you to our family and hope to build a life-long relationship with you!

GENERAL RULES AND EXPECTATIONS

We will never tell you what to think or how to believe, but we have seen real change happen when our hearts change. We work on that by studying the Bible, attending life skills groups, and being open to learning from others. This is an important part of what we do so thank you for your open-minded participation.

You will have assigned chores for the week and must do your own laundry. You are always responsible for keeping your personal space clean. Since we are supported by people in the community, we need to always keep the house tour ready. We inspect rooms, closets, and bathrooms several times a week. If you are not keeping your area clean and tidy, you will receive a warning and then be fined. Continued disregard for cleanliness will result in a write up or being asked to leave the program.

This house belongs to other people too, make sure you take care to leave their things alone as you would expect them to do the same. Do not go into another person's room without them present or their permission. We need to know where you are at all times. If it takes longer than 10 minutes to find you, you are considered missing. We always want you to be thoughtful of others and earn trust by being accountable for your whereabouts. Make sure you have permission from staff.

You may have a phone call upon arrival that lets your family know you have safely arrived. Then, if you are in good standing, you may call people on your approved list twice a week for the first month. Visits from family are allowed but must be arranged two weeks in advance. Drop-ins are not welcomed. If you have other visitors that are not family (close friends), that may be arranged after your probationary period. Visitors are expected to come to House of Eli after it is pre-arranged and will be supervised by staff.

Outside friends and girls have probably given you everything they have to offer, give it a rest. This is a time for you to learn from healthy (not perfect) adults and to bond with your Eli Brothers.

Smoking is not allowed on or near the property. Smoking is not encouraged and eventually you will have to quit if you live in this house. You may not share cigarettes with other people.

You will be interacting with the community inside and outside the house. Please do your best to be polite and interactive as these are the people who support House of Eli. We allow appropriate physical contact such as hugs or a pat on the back, but we do not want anyone to feel uncomfortable. Don't hang on people or invade others' space. Please let staff know if anyone does anything to make you feel uncomfortable. If you have an issue with staff, please report it to another staff member immediately.

Family meals are important to us. We cook and eat together and talk to each other during mealtimes. Use your time management skills to be in the kitchen 30 minutes early to help when it is your turn. Do not use this time to take a last-minute shower or break. Stay at the table until everyone is done, do not get up and leave unless excused. After dinner, everyone cleans, and no one leaves the kitchen until the kitchen is completely clean.

Sunday through Thursday from 11pm-7am are quiet hours, curfew on these days is 11pm. Friday and Saturday curfew is 12:30am. If you want to stay up, please no loud noise and be courteous to those who want to sleep. On weekends use good judgment regarding the noise level, remembering some people still have work, homework, etc. on the weekends.

We do not allow the members of our family to:

- Be threatening or violent in any way with staff members or brothers
- Use drugs or alcohol
- Proposition or commit sexual acts with anyone inside the house
- Say demeaning things, use profanity, disrespect, or verbally assault anyone
- Bring anyone into the house without permission
- Move furniture or change the artwork on the walls
- Place stickers on walls, mirrors, or doors
- Take food or drink upstairs other than water
- Loan or borrow money without consent of the staff
- Send money to family or friends without consent of the staff
- Bring material into the house that deals with occult, witchcraft, or satanic viewpoints
- No porn, weapons, gang related items or tobacco products

*Violation of our rules or expectations could lead to immediate dismissal.

PHASES

This house is centered on a healthy family life. You progress through the phases by taking more responsibility, developing your goals and working to attain those goals, thereby gaining more freedom. In addition to groups and individual counseling, you will be required to complete the following before phasing up. Checking off boxes just to be done is not the goal. Personal responsibility, education, and life change are our goals. Phone privileges, driving, dating, and outside activities will be based on individual readiness and responsibility.

Phase 1: Cousin

You are a cousin until we all decide if you are just here for a visit or you are demonstrating a desire to become a real member of the house family. You are basically on probation until we, as a house and staff, decide you are ready for the next step.

- You will be given a phone upon arrival. For the length of your stay, this will be your phone. This phone will have no access to social media or the internet until cousin phase is completed, and you will only be allowed to text or call staff, other residents, and limited, approved numbers. If we ask you to hand over your phone so we can check inappropriate use, you must do so. Phones and social media are the number one-way guys get into trouble. We are trying to protect you during this important time as you build relationships and trust with us. We provide phones so we can communicate with you. You must answer when we call or text.
- You must get permission to leave the house and must have another house member with you to go somewhere unless you have special permission.
- You must be where you said you would be and come back on time. Your word is important, and this is part of building trust. We will check up on you.
- You must participate in group counseling, life skills, bible study and attend church.
- You must attend every scheduled group, appointment, meal, free time activities, etc. and have all required assignments done. VERY IMPORTANT
- You must complete assigned chores and help maintain overall cleanliness of your things as well as the house as a whole.
- You must work in the family businesses (construction, landscaping, moving jobs, etc.), beginning pay is \$7.25 per hour. Once you successfully complete cousin (probationary phase), you will be placed on

payroll. During this phase, you will be given an allowance on payday. We are providing free housing, food, clothing, etc., and the cousin phase provides you free on-the-job training. When you demonstrate you have a good work ethic and proficiency on the job sites, you will be placed on payroll—this is a REAL job. All applicable taxes, etc. are deducted in accordance with federal and state guidelines.

- No visitors or plans with outside friends at this time, unless your counselor feels it is necessary.
- You will meet with staff once a week to check progress and meet financial goals

Phase 1 is about 4-6 weeks long and you will be required to complete these objectives(among others) focused on building a foundation:

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| Life Skills/Groups | Document Acquisition |
| Educational Assessment | Financial Planning Phase 1 |
| Workplace Safety and Training | Community Service/Probation Requirements |

Phase 2: Brother

- After your probationary period, we may allow more phone privileges. There will still be limits on social media, contacts, and apps that block porn and inappropriate websites. We will still spot check the phone if we feel there is a problem. Again, keep your phone charged and respond to staff communication.
- You can start working on your driver's license and learning how to drive.
- You may leave the house alone as long as you have informed a staff member and have permission. Call on duty staff if you are not able to return home on time for any reason. Remember, you are building trust, be where you say you are!
- You may spend money, depending on your budget and needs. This will be determined by you and your counselor. The rest will be held in savings for you per the financial goals you set.
- You can plan to have a visit from your family if it is planned with your counselor. Do not call at the last minute and ask to go somewhere. Your request will be denied.
- You still must complete assigned chores and help maintain overall cleanliness of your things as well as the house as a whole.
- You must participate in group counseling, life skills, bible study and attend church. • You must attend every scheduled group, appointment, meal, free time activities, etc. and have all required assignments done. STILL VERY IMPORTANT.
- You will still meet with staff once a week to check progress and meet financial goals

Phase 2 is about 6 or 8 months long and you will be required to complete these objectives(among others) focused on growing:

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|-----------------------------|-------------------------------|
| Counseling Assignments | Communication Skills |
| The Porch/Regeneration | Continued Vocational Training |
| Driver's Ed/Driving/License | Financial Planning Phase 2 |

Phase 3: Big Brother

- You can work towards getting properly insured and complete all steps to drive company vehicles.
- Day outings to be with family with approval.
- You start to take more responsibility for the younger members of the house-lead out during discussions and activities.
- You continue to let people know where you are when you are away from the house.
- You still must complete assigned chores and help maintain overall cleanliness of your things as well as the house as a whole.
- You must participate in group counseling, life skills, and all required activities.
- You must attend every scheduled group, appointment, meal, free time activities, etc. and have all required assignments done. **STILL VERY IMPORTANT.**
- You will have some choice about attending weekend fun days unless it is deemed a mandatory attendance outing.
- You will have all the freedoms from levels above

Phase 3 is about 7 to 11 months long and you will be required to complete these objectives(among others) focused on Mentoring/Big Brothering:

Leadership Training/Supervisory experience on the job sites
Tutoring for TSI/Entrance Exam for College/Trade school/Financial Aid
Begin transition planning

Phase 4: Uncle

- You will transition to independent living or to an intern position, get your own bank account and practice money management, seek employment in your chosen field, take college classes, etc.
- You still must complete assigned chores and help maintain overall cleanliness of your things as well as the house as a whole.
- You will develop a transition plan with counselor
- You will purchase a personal vehicle (this happens at 12 months)
- You may be excused from some required activities as determined by the staff.
- You will still meet with staff once a week to check progress and meet financial goals
- You will have all the freedoms from levels above
- When you get to the point of interning, you will live here rent free in exchange for mentoring and being an example to other residents, you will lead the house in spiritual growth and demonstrate responsibility, you will act as resident interns and be in charge in the absence of staff.

Phase 4 is your last few months in the program and you will be required to complete these objectives based on independence:

Job Readiness/Resume Building
Financial Readiness
Dating Education
Graduate

WEEKLY OVERVIEW

Sunday: Church, Alternating Movie Night-Free Day

Monday: Work, Family Dinner, Mentoring, Gym, Regeneration (12 Step Program)

Tuesday: Work, Watermark Church College Group

Wednesday: Work, Family Dinner, Life-Skills or Group Counseling, Gym

Thursday: Work, Family Dinner, Financial Planning or Life-Skills Group, Gym

Friday: Work, Group, Free Evening

Saturday: Work, Volunteer, Special Outings, or Free Day (Rotating Activities)

*We have our own job-sites so you can learn skills and earn money for your future. Setting our own schedule enables us to also work in appointments, adjust for educational needs, etc.

HYGIENE AND APPEARANCE

We are not personally against tattoos and piercings, but we have a responsibility to those who support us to look clean cut and approachable. We don't want to put anyone off by the way we look. We accept that you may have different tastes and styles, but you will need to defer to our standards. No inappropriate logos, no representations of death (skulls), no gang affiliated articles including bandanas should be worn. Collared shirts, polo or button-down style, will be worn to church as well as non-ripped jeans or pants. We will go through your clothing you bring to determine what appropriate dress for your stay at Eli is. If you need new things, we will set a budget and make a plan to buy the essentials. You will have a say in what you wear, but we will too.

No new tattoos or piercings allowed while you are living at the house. Earrings may be worn if you already have your ears pierced, no facial jewelry or gauges allowed.

Shower daily and if you stink, shower again! Brush your teeth twice a day, floss, and keep your hair washed and not greasy. Wear deodorant; body spray and cologne should be used sparingly and not to cover up your stink.

Electronics

- No rated M video games whatsoever-any found will be confiscated and that person will not play for a week. No watching R rated movies without specific permission
- We have computers you can use for school, job skills, etc. Please use wisely or you will be given a consequence.
- If you want to listen to music, let's listen together! All music must be approved by staff before being played out loud within the house; no explicit lyrics. Be respectful and don't bother other people with your music. Headphones may be worn when doing an alone activity such as running or working in the yard.
- Social media is an earned privilege, use it wisely. You must "friend" a staff member and it will be monitored often. No giving out personal information about yourself or other residents and staff. Also, no cursing or inappropriate content such as dating sites or porn. If social media is misused, this privilege will be removed.

Phones are monitored for your safety, if we ask for your phone to do a spot check, hand it over immediately. We place an app on your phone that monitors porn and other inappropriate sites. In the beginning, you will

have a time limit per day on your phone. Headphones ARE NOT to be worn in the house, around staff, or on the job site(safety is paramount). If we are in any kind of group, you may not wear your headphones. Please be conscious of others around you and use the phone wisely.

SCHOOL

You are required to follow the rules in your student handbook including dress code. Treat others and their property with respect. Complete your assignments timely and attend all classes. Keep communication open between you and your teachers as well as your teachers and House of Eli staff. Show up on time and prepared with all necessary supplies. Do your best in all aspects including cooperation and empathy. Please let staff know if you are struggling with any of those. No privileges unless you are passing your classes.

DATING

You must follow all these requirements to begin, and continue, dating while living at the House of Eli:

- You must be an Uncle and live in the house 12 months before dating and have built trust by completing assignments, participating in groups, and doing chores, work, and school with excellence.
- You must complete our dating education curriculum before dating. Focus on building a friendship and getting to know the person before formally dating.
- Be out of debt or be making consistent, on time payments on your debt
- Be working enough hours to take care of your responsibilities and have enough left over to take a girl on a date.
- Be alcohol and drug free
- Be responsible for what you say or send via text and social media. You are over 18, and the girl must be over 18. There is no spending the night with the girl or her family.
- The girl you are interested in must know where you live and meet the directors within the first couple of weeks of dating. (Informal meeting)
- You may go out once a week to begin with until we see how it is going to work within the structure of Eli and your responsibilities here. If dating interferes with your responsibilities, you will no longer be able to date.
- You must be home on time, accountable to where you say you are going to be and treat her with respect. Do not put yourself in situations that could lead to temptation.
- You must remember you are at House of Eli to build a solid foundation for your own life. That is priority over a dating relationship. You have the rest of your life to date.

DIRECT CARE STAFF AND INTERNS

Above all, we are here to help. We do understand that you may get along with some staff members or interns better than others. We understand we will all make mistakes and we find it important to keep communication open between staff as well as residents. If you have a problem with someone please privately and politely let them know so you can work it out or, if that does not work, let a staff member know and we can work it out as a family. We have interns that live at the house and provide supervision overnight; they have the authority when other staff is not there. A large part of you remaining in this house and earning privileges, is how you treat staff and interns.

FINANCIAL RESPONSIBILITY

You do not have to pay to live here! We are here to help you grow and learn to make wise financial decisions. All pay must go into your account that is maintained through the house. Financial goals and a budget will be made with your counselor. If you receive other income from outside sources, that will be placed in savings for you. If you choose to leave the house, you will receive one-fourth of your money. The rest will be sent to you

in ten business days to the address you provided upon exiting. You must leave the house in excellent condition and take only your things. If you leave your room dirty, steal from others, etc., that will be deducted from your account and the balance will be sent to you.

FAMILY BUSINESS

Eli Bros Family Businesses (construction, landscaping, fencing, etc.) will be your employer while you are at House of Eli. We landscape, flip houses, demo, do small remodeling jobs, and build fences. You will work for our highly trained supervisors, mentors, and staff to develop skills that will enable you to be a business owner or highly sought after employee when you transition out of the house. These jobs work around your education schedule to allow you to begin your path to providing for yourself and meeting your financial goals. There are multiple risks including physical, chemical, biological, and psychosocial aspects not limited to: slips, trips, falls, loud noise, electricity, respiratory issues, cuts, contusions, bone injuries, muscle injuries, death. The program is fully insured for workers as well as residents. After your training period you are put on payroll, and any profit made by our businesses goes directly back to the program to pay for your food, utilities, phone bill, gas, rent, etc.

DRUG TESTING

We do test periodically for drug use. The drug dog will also stop by for random searches of rooms and property. By joining House of Eli, Inc. you are consenting to being drug tested either by our facility or doctor's office. Drug tests may include hair follicle testing. By signing this document, you voluntarily consent to your personal belongings being searched for contraband, drugs, etc. The drug dog will occasionally search the property inside and outside the house. I understand that by voluntarily signing this document and giving consent, an officer conducting the search may lawfully seize and take possession of property that may constitute evidence in a criminal or administrative proceeding. I understand that I will be provided with a copy of all inventory of any seized property. I understand that any item of property seized may be used against me or others in a criminal or administrative proceeding. Remember, we are here to work with you and for you. We are here to protect you as well as our other residents.

VEHICLES

We know you want to be able to get a car for your future, we encourage you to start saving for one right away. For now, we will take you and pick you up from work, school, and appointments. We are also willing to help you learn how to drive and gain your driver's license. Decisions about what car to buy and when you will be allowed to drive will be made on an individual basis but this is usually within your last couple of months in the program and if you are in great standing. In the meantime, if you are approved by staff, properly licensed, and properly insured, you may be able to drive the company vehicles. Driving privileges will start out small and grow with trust earned. If you have a suspended license, you may apply for a permit to drive to and from work in special circumstances if you have been at the house for an extended amount of time. College students and those who work outside of our Eli Bros family businesses(as you transition out and have not purchased your own car) will pay Eli a percentage for gas and our employees time to take you to and from work or school.

DISCIPLINE

We are not going to fool around with a lot of little consequences for every little thing. You will receive a warning any time you are not meeting the requirements or showing a bad attitude. If the behavior is not corrected, then you will be placed on probation and meet with the director and any other staff involved. Three strikes while on probation, or a serious rule violation, and you are finished living here. We have a lot of applicants, and if you are not putting your best efforts into living up to the Eli standard, then we will remove you from the program.

LEAVING/RETURNING

We want you to stay with us as long as possible, the young men who stay longer are the ones who are stronger and most ready to be successful. We are not a locked facility so we cannot make you stay. That is between you and your PO or just your decision to make. As long as you are doing what we ask, you will be in good standing with us. If you decide you want to leave, you must work out the details including contacting your PO if you have one. We want you to be honest with us and if you feel you must leave, we want you to leave. When getting ready to leave, a staff member must be present while you pack. Your bags will be locked in the office until it is time for you to leave. Personal items not taken at time of departure from the facility will be considered forfeited property and will be removed after 7 days with/ or without notice to the resident. Any cleaning services needed to restore the resident's sleeping quarters, i.e. repairs to walls or scrubbing of carpets, will be charged to residents at the staff's discretion. This cleaning/repair fee may be up to \$500 and is applicable at time of departure. If you leave in good standing, you can ask to return to the house and the request will be considered.

***Violation of our rules or expectations could lead to immediate dismissal.**

If you are getting up on time for commitments, getting your assignments done, doing your chores and having a good cooperative attitude, life will be good. If you are struggling in any of these areas, we will remove some privileges and give you more structure to help you gain the skills necessary to live a productive, fulfilling life.

I understand these rules and, by signing, I agree to abide by the standards of this house included in this resident/parent handbook.

Resident Name: _____ Resident Signature: _____
Date: _____

PHOTO/VIDEO RELEASE

Cameras are placed in all areas of the house except bedrooms, bathrooms and the dressing area just outside the bathrooms. Make sure you are properly clothed in all appropriate areas in the house. By joining House of Eli, you grant and authorize House of Eli and staff to take, edit, alter, copy, publish, distribute, and make use any and all pictures or videos taken to be used in and/or for any promotional materials including but not limited to newsletters, annual reports, press kit and submissions to journalist, websites, social networking sites and other print and digital communications without payment or any other consideration. This form cannot be revoked once signed.

I understand the photo/video release and, by signing, I agree to abide by the standards of this house.

Resident Name: _____ Resident Signature: _____
Date: _____